

# **Dr. Terri L. Brookshire (Doctor of Management)**

**Milwaukee, Wisconsin 53224**

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**Advance Studies with an accomplishment of professional credibility with academic experience with Educational leadership research, excellent communication skills, and professionalism through a workplace for education to prepare others for a career and lifetime success.; a reputable organization that affords an opportunity to contribute my leadership skills, training, experience with teaching, criminal justice, health care, research, case management and social services and Program Evaluation. Research Dissertation in Culturally Responsive Teaching Strategies that could narrow the Black male academic Achievement Gap.**

Authorized to work in the US for any employer

## **Work Experience**

### **United Community Center- Lead Recovery Support Coordinator**

**March 15, 2022- Present**

Responsibilities; Administrative/ management experience in a non-profit organization;

Provide guidance and Leadership to a team of Case manager for Mental Health clients. Lead a team of six case managers that provide individual recovery plan of care to achieve both short- and long-term goals in a manageable way to individuals with substance misuse; Staff cases with Recovery Support Coordinators with a case load 18-22 participants. Lead and guide each case to successful discharge and for ongoing services. Convene weekly /monthly/ supervisory meeting with operational manager. Lead case managers as well as daily contact with Community Access to Recovery (CARS) Services Administration via emails. Approve documents for Service Authorization Request, Recovery Plan of Care documentation, Monitor CARS Authorization lapse reports, Run daily reports. Analyze and respond to all correspondent activities. Attend Zoom mandatory for Basic in Community Treatment Virtual Training Schedule meeting. Knowledge daily with Password protected County systems through Provider Connect and Avatar, Milwaukee County Health electronic health records (EHR). Additional programs coordination with services including in Milwaukee County with mental health services, BJA, FDTC, ADTC

### **OPIOID USE DISORDER CERTIFICATION TRAINING PROGRAM**

**Concordia University Wisconsin & Ann Arbor**

**2/2023- present**

**Clinical Research Assistant III**  
**Program Evaluator- Project Ujima (Pediatric Emergency Medicine)**

Medical College of Wisconsin - Milwaukee, WI

July 29, 2014 to August 17, 2021

**Responsibilities**

Community field Interviewer Researcher: Collect data for research project with Pediatric emergency Medicine for Children's Hospital of Wisconsin. Schedule and Complete face to face home visit with families, youth and kids for Project Ujima data collections. and

In addition, enroll participants in an adolescent clinic for medical STI Clean Catch Research Project; Adolescence Medicine

**Accomplishments**

Successful participation outcome over 90%

**Skills Used**

Interviewer, building relationship with families for ongoing research project, Data collection at Intake 3, 6, 9,12, 18 months. Data entry, Scheduler and time planner, Conduct Home visits, Prepare questionnaire, research tools for Hot spot, iPad, data systems Program Evaluator for Data systems, RedCap, and Assessment Center for research

**Licensed Substitute Teacher**

**Milwaukee Public Schools**

December 2013 to January 2021

Effective development of lesson plan and organize class time for students

Student awareness, interact with students

Instructional technique with creativity

Present course material in a professional manner

Motivate high school students for learning different styles

Encourage students about the subject and present course material effectively (English)

**Certified Parent Coach**

Anu Family Services; 07/02/2018- 07/02/2021

**Brookshires Family Services – Certified Parent Coach Trainer/ Provider**

**March 2020- present**

**Field Research Interviewer- (Contracted)**

**Fetal Infant Mortality**

**City of Milwaukee Health Department - Milwaukee, WI**

**Brookshires' Products - Entrepreneur**

**January 2012- Present**

August 2010 to December 2013

**AODA- Group Facilitator**

**Gateway to Change- Group** facilitator, Mental Health Clinician -Alcohol and Other Drugs (AODA) - Substance Abuse Counselor- In Training- June 2013

**AODA Intake Coordinator**

**Columbia St. Mary's Hospital- Special Hospital Management**

November 2012 to June 2013

**Clinical Substance Abuse Counselor – In the Process of Credentialing**

**April 2022- In process with Education/ Mental Health Training**

**Recovery Support Coordinator**

**St. Charles Youth and Family Services; non-profit organization experience**

February 2006 to December 2011

Supervise /manage 20 or more clients for (AODA) Alcohol and Other Drug treatment Services

- Facilitate monthly meeting with clients in residential and day/outpatient treatment services
- Network with providers in the community for referrals housing and employment to prevent homelessness
- Monthly visits to Women / Men Prison- coordinate correctional plan for services with reach In visits for release planning for AODA Treatment, housing, and rules of supervision for Wisconsin Department of Corrections
- Weekly billing and collaboration with Research( GPRA) for Milwaukee County Behavioral Health Wiser Choice Program
- AODA Counselor in Training, Individual counseling session with Juveniles for Milwaukee Wraparound Program and Children Courts services

**Leadership Management**  
**Retail Store Manager**  
**Boutique Store Manager**

**The Junior League of Jackson**

February 2004 to December 2005

Manage 3 or more employees for resale/retail sales for community programs

- Produce and create sales for daily reports/ bank deposits/credit cards statements
- Adhere to store policy and procedures for monthly sales goals
- successfully complete monthly management goals with leadership plans
- Conducts interview for the hiring process for recommend new sales of plans for daily expectations

Direct the coordination and development of local providers and business outlets

Assist with reviews for Hurricane Katrina survivors to provide house hold and clothing needs

**Probation Parole Agent- Community Leadership Parole Agent**  
**Wisconsin Department of Corrections**

January 2001 to December 2003

Supervise a case load of 30 to 50 offenders placed on Probation Supervision/Institution cases

- Adhere to the State Of Wisconsin Department Rules for Community Supervision
- Conduct investigation, produce written reports for revocation hearings, violations of supervision, custodies
- Conduct home visit, verify employment, assist offender with housing placement for crime prevention
- Community Agent for Merrill Park Neighborhood Association
- Conduct (PSI) Pre-Sentenced Investigation for court recommendation
- Other assigned duties

**Loss Prevention Officer**

**Aurora Health Care**

June 1997 to December 2003

maintain highly visible presence to deter illegal and inappropriate actions

- provide effective visible deterrence to crime by monitoring patients, visitors, staff and vendors
- conduct initial investigations and prepare document in-depth reports
- respond to emergency and non-ER matters throughout hospital campus and clinics
- proactively assess activities and/or conditions which may result in injury or property damage
- monitor and operate control room to protect campus entrances and exits
- respond to alarms and ensure security procedures are followed correctly
- participate in mechanize security audits

- Special assignment for Fire alarms systems/ visitors control logs specialists
- Apprehension and networking with area police department

## **Education**

### **Advance Degree: DM (Organizational Leadership)**

**Doctor of Management (8/21/2020) University of Phoenix**

#### **Degrees:**

### **Master of Science in Administration of Justice/ Security (MS) (UOP)**

**University of Wisconsin - Milwaukee, WI**

2005 to 2008

### **Bachelor of Science Degree in Criminal Justice/ minor- Psychology (BS)**

**University of Wisconsin - Milwaukee, WI**

2001 to 2005

### **Associate of Science Degree in Police Science (AA)**

**Milwaukee Area Technical College - Milwaukee, WI**

1993 to 1997

Current License Substitute Teacher 6/2024

#### **Skills Overview:**

Probation/Parole Agent, Juvenile Court Services  
Case management, Loss Prevention Services  
Retail management, Healthcare, Hospital Security  
Alcohol and Other Drug Addictions (AODA) Treatment  
Teaching, Researcher, Field Interviewer, and Organizer, Parent coaching

#### **Problem Solver**

Formulate plans of action to achieve goals and objectives.  
Highly energetic professional with demonstrated integrity  
Computer Skills; Micro Soft Office, Excel, PowerPoint

## **Community Involvement: Past and Present**

Milwaukee Police Auxiliary, Order of Eastern Stars (OES) Board Member Jabez Residential Facility

Milwaukee Substitute Teachers Executive Council (Secretary) (MSTA)- June-2020

**References are available upon request**